



Arizona Adult Education FY 2018-2020 Statement of Assurances

Federal Assurances:

1. The applicant agrees to comply with federal and state statutes, regulations, policies and procedures, and to use state appropriated funds to carry out activities solely in a manner consistent with the Arizona Unified Workforce Development Plan and the Workforce Innovation and Opportunity Act.
2. The applicant agrees to comply with the following Federal Non-Discrimination Laws:
 - Title VI of the Civil Rights Act of 1964, as amended, which prohibits the denial of benefits of participation in contract services on the basis of race, color, or national origin;
 - Title VII of the Civil Rights Act of 1964, as amended, the Age Discrimination in Employment Act, and State Executive Order No. 99-4, which mandate that all persons, regardless of race, color, religion, sex, age, national origin or political affiliation, shall have equal access to employment opportunities;
 - The Americans with Disabilities Act of 1990 (Public Law 101-336) and the Arizona Disability Act of 1992 (A.R.S. §41-1492 et. seq.), which prohibit discrimination on the basis of physical or mental disabilities in delivering contract services or in the employment, or advancement in employment of qualified individuals.
3. The applicant agrees to comply with Section 427 of the General Education Provisions Act (GEPA).
4. The applicant agrees to comply with the Federal Law, Family Educational Rights and Privacy Act (FERPA).
5. The applicant agrees to administer the ADE/AES approved standardized assessments in accordance with the Arizona Adult Education Assessment Policy.
6. The applicant agrees to follow all Uniform Guidance & Code of Federal Regulations (CFR200) Requirements.
7. The applicant agrees to use funds received under WIOA Section 225 to provide corrections education and educational services for other institutionalized individuals, and priority shall be given to serving individuals who are likely to leave the correctional institution within five years of participation in the program.
8. The applicant agrees to use funds received under WIOA Section 243 to provide services to adults who are English language learners that include instruction in literacy and English language acquisition and instruction on the rights and responsibilities of citizenship and civic participation in combination with integrated education and training activities designed to: 1) prepare adults for, and place such adults in, unsubsidized employment in in-demand industries and occupations leading to economic self-sufficiency, and 2) integrate with the local workforce development system and its functions to carry out the activities of the program.

I have read and understand the Federal Assurances and will adhere to them.

Arizona State Assurances:

9. The applicant agrees to use ADE/AES funds to establish and conduct adult education courses of study as prescribed by ADE/AES to assist adults in attaining secondary school diplomas, transitioning to postsecondary education, training, and career pathways, improving employment opportunities, and increasing their knowledge of the rights and responsibilities of citizenship (A.R.S. 15-232 A).
10. The applicant agrees to use ADE/AES grant funds to provide services and adult education classes only to adults who are citizens or legal residents of the United States or are otherwise lawfully present in the United States, and this subsection shall be enforced without regard to race, religion, gender, ethnicity or national origin (A.R.S. 15-232 B).
11. The applicant agrees to provide a bi-annual report on the total number of adults who applied for instruction and the total number of adults who were denied instruction under this section because the individual was not a citizen or legal resident of the United States or was not otherwise lawfully present in the United States (A.R.S. 15-232 C).
12. The applicant agrees to follow Arizona Adult Education Supplemental Fee Guidelines and state law regarding the charging of supplemental fees to adults eligible to participate in the adult education program (A.R.S. 15-234 D). The Department of Corrections shall not charge supplemental fees.
13. The applicant agrees to fully cooperate with evaluation and monitoring processes conducted by ADE/AES, including review of all records and documents pertaining to Title II Adult Education and core partner services.
14. The applicant agrees that adult education program director, administrator(s), instructional leader(s), and instructional staff will hold a valid Arizona Adult Education teaching certificate or will obtain such certificate within 90 days of the hire date.
15. The applicant agrees that instruction in ADE/AES-funded adult education classes is conducted by certified adult education teachers as described in State Assurance #14.
16. The applicant agrees to submit timely and accurate reports.
17. The applicant agrees to use the designated adult education data management system and to follow the ADE/AES and National Reporting System (NRS) guidelines.
18. The applicant agrees to comply with all requirements outlined in the ADE/AES Data Quality Specifications.
19. The applicant agrees to follow all ADE/AES Fiscal Requirements and Grants Management Enterprise System Guidelines.

I have read and understand the Arizona State Assurances and will adhere to them.

Printed Name and Title

Signature (blue ink required)

Date